



**FY2006 (7/1/05 – 6/30/06) Annual Work Plan**  
**Pierce Conservation District**  
**For More Information Contact:**

**Monty Mahan, District Manager**  
**253-845-9770**

[montym@piercecountycd.org](mailto:montym@piercecountycd.org)



---

**Mission of the Pierce Conservation District**

- *To promote resource conservation through innovation and cooperation*

**Natural Resource Priorities and Goals:**

- *Improve water quality*
- *Protect, restore and enhance fish and wildlife habitat*
- *Promote practices which sustain agriculture and non-industrial forestry and woodlands*
- *Conserve urban natural resources*

**Information – Education Priorities and Goals:**

- *Become a primary avenue for credible environmental education*

**District Operations Priorities, Goals & Funding Sources:**

- *Maintain long-term stable funding*
- *Increase district capacity through ongoing training and development of supervisors and staff*
- *Provide for a productive working environment*
- *Maintain an effective working relationship with our partners*

***Washington Conservation Districts assisting land managers with their conservation choices***



## FY2006 (7/1/05 – 6/30/06) Annual Work Plan Pierce Conservation District



### Program Area: Conservation Planning/Implementation Goal(s):

- Work with District Cooperators to implement BMP's to protect water quality and preserve, enhance, or restore critical fish and wildlife habitat.

**Funding Source(s):** Pierce County Conservation Assessment, Conservation Commission Water Quality and Puget Sound Grants

Activities for FY2005	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
Continue to establish landowner contacts in the Nisqually, Clover/Chamber, Puyallup, and Key Peninsula Watersheds and promote conservation planning and the implementation of best management practices	Throughout year	Puyallup/Nisqually Watershed - R. Skaggs, M. Baden Key Peninsula - E. Ewald	365 Days	\$ 330,163
Write 18 conservation plans in various watersheds throughout Pierce County.	3 <sup>rd</sup> quarter - 6/1 - 8/31 - 6 plans 4 <sup>th</sup> quarter - 9/1 - 12/31 - 6 plans 1 <sup>st</sup> quarter - 1/1 - 3/31 - 6 plans 2 <sup>nd</sup> quarter - 4/1 - 6/30 - 6 plans	R. Skaggs, E. Ewald, M. Baden	365 Days	
Goal of implementing BMP's with 18 different landowners countywide. All designs and installed best management practices will meet or exceed NRCS standards.	3 <sup>rd</sup> quarter - 6/1 - 8/31 - 3 practices	R. Skaggs, E. Ewald, M. Baden, NRCS Staff	365 Days	

Conservation Commission Implementation Grants - Continue to use these grants to carry out the District's Small Farm Assistance Program (SFAP) countywide. Offer assistance to those who request conservation plans for the purposes of protecting water quality.	Throughout Year	R. Skaggs, E. Ewald, M. Baden	365 Days	
Use Conservation Assessment funds to continue to support the District's SFAP. Offer assistance to those who request conservation plans for the purposes of protecting water quality in Pierce County.	Throughout Year	R. Skaggs, E. Ewald, M. Baden, Staff	365 Days	
Assist Pierce County in activities to retain local agriculture and farmlands of significance.	Throughout Year	District Manager	365 Days	
Provide cost-share assistance (if available) to Pierce County agricultural operations for water quality improvement projects through the District Cost Share or the NRCS EQIP Program.	Throughout Year	NRCS Staff, M. Baden, PCD Board	365 Days	
Provide technical assistance to dairy and/or AFO/CAFI operators to design and implement nutrient management plans.	Throughout Year	M. Baden	365 Days	



## FY2006 (7/1/05 – 6/30/06) Annual Work Plan Pierce Conservation District



### Program Area: District Operations Goal(s):

- Maintain current work environment that promotes productivity, efficiency, teamwork, and prompt customer service for Pierce County residents

**Funding Source(s):** Pierce County Conservation Assessment, Conservation Commission Grants, USDA, SFRB & NFWF Grants

Activities for FY2005	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
Increase local and state officials' knowledge of Conservation District issues and accomplishments.	1. Meet with County Council/Executive to update members on PCD activities. 2. Send quarterly reports to Pierce County. 3. Meet individually with County Council members at least once during the year.	District Board, District Manager	365 Days	\$239,648



Continue management of Conservation Assessment spending program.	Ongoing	District Board, District Manager	365 Days	
Hold an annual meeting to promote District Programs, inform the public on key conservation issues, and honor District Cooperators who have made a significant contribution to protecting water quality or enhancing fish and wildlife habitat.	February, 2006	District Board, Staff	30 Days	
Continue to work with existing Watershed Councils and look for opportunities to coordinate District programs.	Throughout Year	District Board, Staff	365 Days	
Provide support for Pierce/King/Thurston Professional Engineering Board.	Throughout Year	District Manager	365 Days	
Develop and submit Conservation District budget for Stream Team to the Pierce County Surface Water Management for fiscal year 2005.	May 1, 2005	District Manager, S. Corwin	1 Day	
Prepare and submit yearly financial statements to the State Auditor's Office, the Conservation Commission and the PCD Board of Supervisors.	By May 26, 2005	S. Corwin	150 Days	
Conduct an Internal Audit.	Before April 30, 2005	District Board, District Manager, S. Corwin	120 Days	
Provide administration of District grants.	Throughout year	M. Baden, S. Corwin	365 Days	
Employ full-time technicians to carry out District responsibilities and grant tasks. The District Board may also consider contracting with a private entity, agency, or general contractor to implement grant tasks or projects.	Throughout year	District Board	365 Days	
Administer annual employee performance evaluations and update work plans.	June 2005 (annually)	District Manager and Personnel Committee	30 Days	
Hold joint NRCS and District staff meetings once per month and Program Meetings with staff members as needed.	Throughout year	District and NRCS Staff	365 Days	
Maintain the District's server and upgrade software and individual hard drives and memory (RAM) as needed and funding allows.	Throughout year	S. Corwin, District Manager	365 Days	
Maintain the District Mailing Database. Explore the use of the District's Cooperators Database to have statewide appeal and work with interested	Throughout year	Computer contractor,	365 Days	

Districts to develop this goal. Continue to maintain and update when needed the Stream Team Volunteer Database, Stream Team Water Quality Database, Culvert Database, and Tree Sale Database. Enhance and create new reports to track progress and present data in a usable form.		District Manager, S. Corwin		
Upgrade and maintain the District and Stream Team Web-sites on the Internet.	Throughout year	Contractor, District Staff	365 Days	
Maintain the Equipment Inventory database using the State Auditor's requirements.	Throughout year	S. Corwin	365 Days	
Review the Annual Work Plan quarterly with NRCS District Conservationist.	Quarterly throughout year	District Manager, NRCS Staff, District Board	365 Days	
Maintain the District office supply cabinet. The District will purchase the basic supplies (pens, pencils, glue, tape, colored paper, etc.) through Office Depot. The District can purchase the materials on-line and they are shipped directly to the District office.	Throughout year	S. Corwin, C. Schultz	365 Days	
Maintain and update the personnel policy manual as necessary.	Throughout year	Personnel Committee, S. Corwin	365 Days	
Maintain the cross-reference table for comparing names of District Accounts with BARS Coding for the state auditor. This element will be included in the District's Annual Financial Report to the State Auditor's Office.	Throughout year	S. Corwin	365 Days	
Continue to update Arcview software and the appropriate layers from Pierce County GIS Department and other sources such as NRCS, FSA, etc.	Throughout year	M. Baden, District Manager	365 Days	
Continue to provide training to PCD and NRCS staff on the use and application of GIS in conservation planning and implementation.	Throughout year	M. Baden, District Manager	365 Days	



## FY2006 (7/1/05 – 6/30/06) Annual Work Plan Pierce Conservation District



### Program Area: Stream Team

**Goal(s):** *Provide an informational/educational program for urban and rural residents of Pierce County that focuses on educating residents about the importance of water quality and the protection of critical resources for future generations.*

**Funding Source(s):** *Pierce County Conservation Assessment, Direct Jurisdictional contracts*

Activities for FY2005	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
Four to six workshops and tours will be offered that cover various activities, topics, and watersheds in the county. Topics may include water quality, backyard conservation, salmon life cycle, macro invertebrates, native plant identification, etc	Throughout Year	J. Gordon, I. Ragland	365 Days	\$228,577
Field Training Sessions will be conducted on water quality testing, and other educational presentations upon request or as needed throughout the county.	Throughout Year	I. Ragland, J. Gordon	365 Days	
Publish four quarterly District/Stream Team Newsletters and distribute to Stream Team Mailing list.	Throughout Year	Contractor, J. Gordon	365 Days	
Six streambank revegetation projects using native plant material. Projects will use Stream Team volunteers, and be coordinated with other citizen groups, schools, etc.	Throughout Year	J. Gordon	365 Days	
Continue the Storm Drain Stenciling Program. Provide assistance to groups that are interested in stenciling. Assist entities with planning and preparation of city-wide stenciling days.	June-September 2005	J. Gordon	120 Days	
Update and continue to expand the Stream Team homepage on the Internet. Encourage Stream Team volunteers to utilize the web-site to exchange and submit information via the Internet.	Throughout year	Contractor, S. Corwin, J. Gordon, I. Ragland	365 Days	
Continue to seek partnerships with other agencies and/or organizations within	Throughout	District	365 Days	



Pierce County in order to not duplicate efforts to combine resources to better serve the public.	Year	Manager, J. Gordon, I. Ragland	
Continue to customize computer software programs to track volunteers, water quality data, and other information associated with the Stream Team program and water quality tracking database.	Throughout Year	J. Gordon, I. Ragland, M. Buckingham	365 Days
Coordinate the Stream Team booth at the Puyallup Fair.	August – September 2005	J. Gordon, I. Ragland, M. Buckingham	60 Days
Recognize volunteer efforts at Pierce Conservation District Annual Meeting.	January, 2005	J. Gordon, I. Ragland, M. Buckingham	30 Days
Continue to improve water quality sampling protocol and re-evaluate monitoring sites. Hold quality control/quality assurance workshops for all monitors in February 2005.	February, 2005	I. Ragland, J. Gordon	28 Days
Expand recruitment of volunteers through media relations (radio spots, newspaper articles, public service announcements).	Throughout year	J. Gordon	365 Days
Create an internship position to help with the Stream Team program and administration.	Throughout year	J. Gordon	365 Days
Convene a water quality data meeting for stream monitors and lake monitors.	November – December 2005	J. Gordon, I. Ragland	60 Days
Participate with Pierce County in their macro-invertebrate sampling in Pierce County.	September – October 2005	District Manager, J. Gordon, I. Ragland	60 Days
Participate in the Puyallup Fair NW Outdoor Building Committee.	Throughout Year	M. Buckingham	365 Days
Work on additional funding for the Stream Team program.	Throughout Year	District Manager, J. Gordon	365 Days
Create a position to continue the Revegetation Monitoring project.	Summer 2005	J. Gordon	90 Days
Prepare an annual report for the Stream Team Program for the period January 1, 2005 to December 31, 2005 Send annual report along with budget request to the different entities.	December, 2005	J. Gordon, District Manager	30 Days





## FY2006 (7/1/05 – 6/30/06) Annual Work Plan Pierce Conservation District



### Program Area: Water Quality

**Goal(s):** Continue to maintain and expand the Small Farm Assistance Program and Dairy Waste Management Program. Implement new Livestock Grant Program. Look at other agricultural activities such as row crops and assess their impact on water quality and design a program to address these impacts.

**Funding Source(s):** Pierce County Conservation Assessment, Commission Livestock Grant

Activities for FY2005	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
Perform countywide livestock inventory using statistical sampling methods, through partnership with Pierce County and Tacoma-Pierce County Health Department.	April 2005– August 2005	District Manager, M. Baden, NRCS Staff	150 Days	\$14,571
Seek funding for cost share assistance to local farm operators.	Throughout Year	PCD Board, District Manager, NRCS Staff	365 Days	
Seek funding to continue the District's Small Farm Assistance Program (SFAP).	Throughout Year	PCD Board, District Manager, NRCS Staff	365 Days	
Continue to support the Stream Team's water quality monitoring program. Currently there are 50 sites being monitored four times during the year.	Throughout Year	District Manager, L. Ragland	365 Days	



## FY2006 (7/1/05 – 6/30/06) Annual Work Plan Pierce Conservation District



### Program Area: Tree Sale

**Goal(s):** Provide native plant material to private landowners throughout Pierce County through the PCD annual tree sale.

**Funding Source(s):** Tree Sale receipts

Activities for FY2005				
	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
Utilize the WSU Research Center Puyallup for the plant/tree sale pick-up site.	March 2006	R. Skaggs	30 Days	
Promote the tree sale through the local newspapers and mailings.	September, October, November, & December 2005	Staff, R. Skaggs, L. Ragland	120 Days	\$ 32,000
Offer plant materials that are high quality stock to provide for maximum survival. Reserve materials from nurseries early in the year.	March 2006	R. Skaggs, L. Ragland	30 Days	



## FY2006 (7/1/05 – 6/30/06) Annual Work Plan Pierce Conservation District



### Program Area: Information/Education

**Goal(s):** Educate Pierce County residents as to the benefits of natural resource conservation through the use of printed and other media, and on the ground demonstration projects.

**Funding Source(s):** Pierce County Conservation Assessment, Commission Implementation Grant

Activities for FY2005					Estimated Funding
Target Dates	Person Responsible	Time (Days) Required			
Continue to develop informational slide presentations that can be given to various organizations promoting conservation and the District.	Throughout year	District Manager	365 Days	\$ 29,451	
Publish and distribute the District/Stream Team quarterly newsletter <i>Tahoma View</i> .	February, May, August, November	Contractor, Staff	120 Days		
Maintain a web site on the Internet promoting the Conservation District and Stream Team.	Throughout Year	Contractor, S. Corwin, J. Gordon, Staff	365 Days		
Provide at least 8 free workshops for livestock owners on small acreages at different sites around the county.	Throughout year	R. Skaggs, E. Ewald	365 Days		
Utilize the table top display promoting the Conservation District Program. Utilize the display at events to educate the public about what services the District can offer Pierce County residents.	Throughout Year	Staff	365 Days		
Plan and implement a salmon educational trail at the District's demonstration farm on South Prairie Creek	Throughout Year	R. Skaggs	365 Days	\$ 29,451	
Continue to update stream sign database. Provide Pierce County Roads with new/replacement stream signs for installation.	Throughout Year	M. Buckingham,	365 Days		





## FY2006 (7/1/05 – 6/30/06) Annual Work Plan Pierce Conservation District



### Program Area: Fish & Wildlife Habitat

**Goal(s):** Conduct planning, design and implementation of projects to restore and/or protect wildlife habitat in Pierce County

**Funding Source(s):** Pierce County Conservation Assessment, Conservation Commission Water Quality and Puget Sound Grants

#### Activities for FY2005

Activities for FY2005	Target Dates	Person Responsible	Time (Days) Required	Estimated Funding
Complete the Fish Passage Inventory and habitat survey assessment for Nisqually Watershed.	First Quarter 2005	M. Mahan, M. Baden	90 Days	\$ 1,237,267
Complete priority index surveys in the Puyallup River watershed and Gig Harbor and Key Peninsulas.	First Quarter 2005	M. Mahan, M. Baden	90 Days	
Maintain culvert inventory databases for the Puyallup and Gig Harbor / Key Peninsulas.	First Quarter 2005	M. Mahan, M. Baden	90 Days	
Continue to submit grant applications to identify, prioritize, and implement projects addressing fish habitat improvements throughout Pierce County. Possible funding sources include Commission Competitive Grants, South Puget Sound Salmon Enhancement Group, Washington Department of Fish & Wildlife, Puyallup & Nisqually Tribes, USDA-NRCS, U.S. Fish and Wildlife Service, National Fish and Wildlife Foundation, and Pierce County.	Throughout year	District Manager	365 Days	
Work with the Puyallup and Nisqually Tribes, South Puget Sound Salmon Enhancement Group, Washington Department of Fish & Wildlife, Pierce County, NRCS, and private landowners to implement four <b>salmon enhancement project</b> in Pierce County.	Throughout year	Staff	365 Days	
Work with the lead entities to develop and implement salmon habitat recovery projects. Submit projects through the lead entity for consideration for funding by the Salmon Recovery Funding (SRF) Board.	May – August 2005	Staff	60 Days	

Continue working with private groups, individuals, and public agencies to preserve, protect and restore critical fish & wildlife habitat. Look for opportunities in working with cooperators for habitat enhancement.	Throughout year	Staff	365 Days	
Explore future grant opportunities to specifically address habitat preservation, restoration, or enhancement opportunities with local entities.	Throughout year	Staff	365 Days	
Continue to promote the NRCS Wetland Reserve Program, Wildlife Habitat Incentive Program, and Conservation Reserve Enhancement Program, as they are available.	Throughout year	Staff	365 Days	
Salmon Carcass Planting in streams - Work with the South Puget Sound Salmon Enhancement Group, Puyallup Tribe, Department of Fish & Wildlife, Weyerhaeuser Co. to place salmon carcasses in streams to provide food and increase survival for juvenile salmon.	November 2005	Staff	30 Days	



# FY2005 Annual Budget Pierce Conservation District

Budget for FY2005 (7/1/05 – 6/30/06)

<u>Program Area</u>	<u>Amount</u>
Conservation Planning/Implementation	\$ 330,163
District Operations	239,648
Stream Team	228,577
Water Quality	14,571
Tree Sale	32,000
Information/Education	29,451
Fish & Wildlife Habitat	<u>1,237,267</u>
Total	\$ 2,111,677